JUNIOR B. Y. P. U. MANUAL

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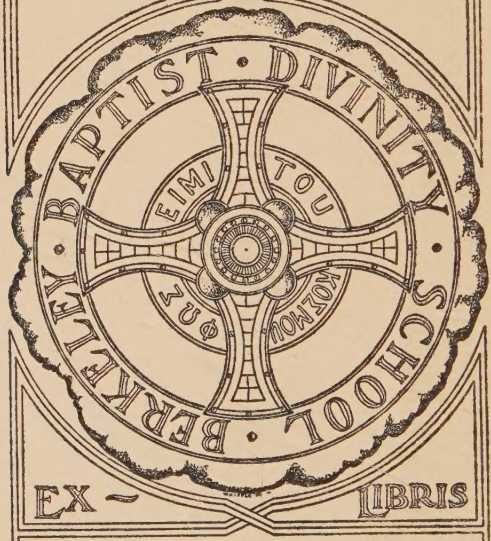

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James A. White
Baptist Young People's Union of America,
CHICAGO, ILL.

JAMES A. WHITE
CHICAGO, ILL.

JUNIOR B.Y.P.U. MANUAL

By E. E. LEE

Field Secretary Sunday School Board
B. Y. P. U. Work West of the
Mississippi River

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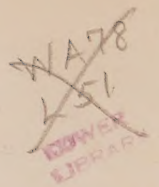

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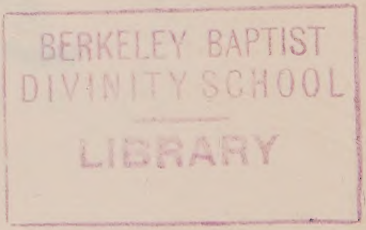

Junior B. Y. P. U. Mottoes:

All	We
Baptist	Study
Young	That
People	We May
Utilized	Serve

Junior B. Y. P. U. Aim:

Training
For
Church
Efficiency.

Junior B. Y. P. U. Song:

"A Volunteer for Jesus."

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FOREWORD.

In sending forth this little volume there is no idea that it will solve every difficulty and smooth out every wrinkle, especially since in dealing with live flesh and blood of Junior B. Y. P. U. age unlooked-for problems and unexpected conditions are continually coming up. I have done my best, though, to set out in a practical, straightforward way some principles and plans that have been used by successful Junior B. Y. P. U. workers and that are calculated to make easier traveling along the road to success for the Junior Leaders and the Juniors themselves.

And if, through the influence of these pages, Junior Leaders—whom I so much honor and love and who are performing so mightily at the foundation of kingdom work—are helped; if the Juniors—whom I carry so close to my heart—are inspired to larger effort in their work of preparation for better service in the kingdom; if the churches—whom I love and honor and reverence as Christ's means for carrying forward the work of the kingdom—are blessed; then I shall count myself happy and my reward shall be vastly beyond what I deserve.

E. E. Lee.

Dallas, Texas,
May 15, 1916.

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Chapter I.

PLACE AND PURPOSE.

Place.

A Method of Service in the Church. The Junior Department of the Baptist Young People's Union has its place among the services of the church. It is not an organization separate and apart from the church; it is not a mere caudal appendage to the church; it is not intended to finally supplant the church, neither to be regarded as in any sense bigger than the church; it is a service of the church—nothing more, nothing less. It is the church herself operating along approved lines for the performance of a certain duty, in a definite and specific work.

Different Services in the Church. In order to carry out the Great Commission, the church has various services. These services, while possessing certain elements attributed to the others, are each of particular place and of peculiar value.

1. The preaching service—the church worshipping.
2. The teaching service (the Sunday school)—the church teaching.
3. The prayer service (the mid-week prayer meeting)—the church in devotion, praying.

4. The women's service (the W. M. U.)—the church studying missions.
5. The training service (the B. Y. P. U.)—the church training.

(NOTE.—The Junior Department of the B. Y. P. U. differs but little from the Senior Department, and there should ever be the closest, most cordial relation between the two.)

ONE END FOR ALL SERVICE.—The different services in the church are each set for the carrying out of a dominant idea, but the end aimed at in each service—and in every service, taken together with every other service—is the same: That the church may more efficiently and more speedily carry out the command of the Master. The aim of the B. Y. P. U. is "Training in Church Membership," and the end of its work is to make for better things in every other service of the church.

Junior B. Y. P. U. Has a Distinct Place.

1. In general characteristics,
2. In specific purpose,
3. In constituency,
4. In methods of procedure,

the Junior B. Y. P. U. differs from other services, and has a place—a distinct place—that cannot be taken by another service of the church. Other services embrace, in more or less degree, the elements of training found in the work of the Junior B. Y. P. U., but in each of these other services is found a dominating idea and funda-

mental purpose that is so essentially different from the Junior B. Y. P. U. as to give the latter a place of unique and practical worth in the activity of the church.

Purpose.

To Meet a Threefold Need. This need of developing and train the young converts was recognized by our Baptist leaders years ago. They saw that something needed to be done that was not being done in any other service of the church. They set themselves at the business of meeting this need, and after much counsel together and prayer to God, the B. Y. P. U. was brought into existence, and made an integral part of the church life. This need touches both the church and the young people, and the purpose of the Junior B. Y. P. U. is to minister to this need in each direction.

1. The Church Needs Trained Workers.

This need is growing more apparent with the passing years. In this time of complex conditions and tremendous world problems, the need of trained ability is heavier and more urgent in all lines of endeavor, but in none to a greater degree than in the church. The need today is for workers in the church, who are not only thoroughly consecrated, but who are trained and skilled as well.

2. The Church Needs a Training Service.

Our churches, many of them, are filled with untrained material. Thousands there are in our

many churches whose abilities and efforts are not being used, because their training for Christian service was neglected in the early days of their Christian life. It is the purpose of the Junior B. Y. P. U. to furnish opportunity for this needed service, within the church—to lay hold of these opportunities that were neglected in the past.

3. YOUNG PEOPLE NEED TO BE TRAINED.

In order to become effective workers, it is necessary to have some particular training in that direction. No one was ever known to drift into efficiency in any enterprise. The young Christian coming into the life of the church stands not one whit less in need of training, if his efforts are to count for the best and largest results in Christian service, than does the young fellow yonder, who faces a life in the professional world of medicine or law or merchandise.

The Junior B. Y. P. U. Fulfills Its Purposes.

1. IT GIVES OPPORTUNITY FOR SPIRITUAL DEVELOPMENT.

Provision for this is fundamental in the Junior B. Y. P. U. No life is trained for Kingdom service that does not have deepened spirituality as its foundation. The early Christians made it their first desire to deepen the spiritual life, and this was done through daily reading of God's Word, through daily prayer, and the prayer meeting. In the weekly meeting of the Junior B. Y. P. U. (which is more than a

prayer meeting, although possessing some of the prayer meeting essentials), and through the habit of daily devotion encouraged by the system of daily Bible reading offered, the young Christian is kept in fellowship with God, and the spiritual life and power developed. There is no provision made for this spiritual development in any other service of the church, certainly not to the extent that is provided in the Junior B. Y. P. U.

2. It Gives Opportunity for Mental Development.

The work set forth in the Junior B. Y. P. U. is calculated to call for something more than mere parrot-like reproduction. Here is found opportunity to exercise the mind in every needed direction; to create the power of initiative; to develop the ability to think quickly and consecutively; to execute plans that call for wise effort; and to feed the mind the sort of food demanded in the development of moral muscle.

3. It Gives Opportunity for Social Development.

In employing the talents of the young people, we are bound to touch on the social side of life; and it is a matter of no small importance to develop along the right lines just here. The Junior B. Y. P. U. sends forth an impression that the church is ready to give young people all they need of social life and development, in a way that is both enjoyable and help-

ful. This impression finds realization in actual results. The young people cultivate the power of expression and easy conversation with each other; they learn to talk about things instead of indulging in gossip about persons.

4. It Gives Opportunity to Teach the Doctrine.

The line of topics studied in the weekly meetings touches this work in such a vital way as to produce results of a most satisfactory sort. Not alone those doctrines which we call "distinctive Baptist doctrines," but all those great doctrines which are calculated to strengthen and make ready for service in the Kingdom, are found in the scheme of topics outlined for the Junior B. Y. P. U. The preaching of the pastor, the teaching of the Sunday school teacher, do not touch the spot in the same manner just here, as does the work of the Junior B. Y. P. U., but the doctrinal teachings of these are made more effective by this foundation work.

5. It Gives Opportunity for Definite Study of Missions.

Not alone is the real spirit and purpose of missions given out in the Junior B. Y. P. U. work, but study about the actual conditions that exist in mission fields. The needs of the fields; the means that are being used to meet those needs; the best way in which those needs can be met and overcome; the part that they may have in the efforts to minister to those needs; all these are offered in the twelve

opportunities each year given to the young Christians in their missionary topics of the Junior B. Y. P. U. Nowhere else in all the work of the church, save in the work being done by the women, is this opportunity given for study of missionary efforts.

6. It Gives Opportunity for Practical Endeavor.

The Junior B. Y. P. U. furnishes just the opportunity for the pastor and the church to put the young people to work in the practical things of the Kingdom, where they may find avenues for this all-important element of training and service. Efficiency comes in the Christian life, as in any other, through actual, practical endeavor. Theories must be tested by the practical things of life and conduct before they are really valuable.

Chapter II.

THE LEADER.

May Be Either a Man or a Woman. In past days, the majority of Junior B. Y. P. U. leaders have been women, and the successes of the work have been mainly due to their consecrated efforts. It is true, however, that some of the best leaders in the South are men, and that men are coming to realize the splendid opportunity of the Junior B. Y. P. U. for real and permanent service in the church. In some churches, the ideal plan has been found in two leaders—a man and a woman—working together. These have been able to meet all conditions that may arise, and have solved the problems and overcome the difficulties far more satisfactorily than either could do, working alone.

Should Be Elected by the Church. The effect of such action on the part of the church will be seen for good in many ways.

1. The Leader is Strengthened.

There is a sustaining influence and a keener sense of responsibility for the Leader, when the church is standing by the work in such a manner. There is also a deepened conviction on the part of the Leader.

2. The Juniors are Benefited.

The knowledge that the Junior B. Y. P. U. is the work of the church, and that the church

holds herself responsible for the work, affects the attitude of the Juniors for good toward the work in general, and toward the Leader in particular.

3. The Church is Interested.

The good deacon whose vote helps to elect the Junior Leader will not think out loud to those about him that "them young folks are holding some sort of a meeting down there at the church." He will say proudly, "Our church is holding a service for our young folks down there in our church house."

Should Have Qualifications.

1. Love for the Lord and the Work.

A love that will produce self-sacrifice; that will cause the work to be put first in the life. Lack of many other things may be easily overlooked in the Junior Leader, if there is the real spirit of service and joy in the work of the Master. Such a spirit and such a joy mean purity of life, pleasantness of manner, purpose of heart.

2. Real Love for Young People.

These young people of Junior age are keen of perception, and can readily distinguish a sham and a pretense. Dealing with them calls for love and sincerity of the finest type. The Leader whose heart burns with a genuine love for young people, who can go back in blessed memory and live with these Juniors in their own period of life; who can go with them in the home, in the

school, on the playground; who can be their friend and chum, has an essential qualification for success.

3. Ability to Lead Young People.

Leadership and teaching are more greatly needed among these Juniors than is mere management. Fortunate indeed is the Leader who has this ability; to be tactful when tact is needed; to be forceful when force is necessary; to be firm when firmness is demanded; accomplishing through leadership what would prove failure through management.

Should Be Discovered if Necessary. The volunteer leader is not always to be found. Perhaps there is no one in the church who feels that the necessary qualifications are possessed, and it behooves the church to seek diligently and prayerfully for one to take up the duties of Junior Leader. One church in need of a Junior Leader had a season of prayer, and turned to one of the most earnest, wide-awake young men in the membership. He was impressed with the call of his church, and entered heartily into the work, which has proven a success and a blessing. This young man possessed the qualifications, but it was necessary that the church discover them, and bring him forth into service.

Caution. Qualifications along certain lines and for certain works in the church are not always qualifications for the Junior Leader. Because a woman has worked successfully as superintendent of the Primary Department of the Sunday School, it does not necessarily fol-

low that she will prove to be a success as Leader of the Junior B. Y. P. U. To be sure, many examples there are of such ones being highly successful in working among the Juniors, but success has come through other qualifications. In other instances, the Junior B. Y. P. U. has made a second edition of the Primary Department of the Sunday School, and failure has come to the Junior work by reason of methods and ideas which were highly successful in the Primary Department being brought into the Junior B. Y. P. U.

Should Do Some Work.

1. UTILIZE EVERY OPPORTUNITY TO LEARN.

(*a*) *Read all available literature on Junior B. Y. P. U. Work.* True, there is so little to be had that a need is felt for more, but much is coming up from time to time that will be found helpful and suggestive.

(*b*) *Attend B. Y. P. U. conventions, assemblies, training schools, institutes, associational B. Y. P. U. meetings, etc.* Help to arrange for conferences with other workers in the Junior B. Y. P. U.

(*c*) *Correspond with other Junior Leaders.* Much can be gathered in this way. The Junior Leader yonder may have successfully met the very problem confronting the Junior Leader here.

(*d*) *Visit other Junior B. Y. P. U.'s at work.* This does not mean to leave the Juniors alone every Sunday. More will be lost than can be

gained by too frequent absence. But it is possible to gain many new ideas by seeing other Juniors carry out their plans.

(*c*) *Study the Juniors themselves.* Study them as individuals, and study them as a body; study them in general and in particular. It is possible to learn some things about young people of Junior B. Y. P. U. age from books. Yet this knowledge is not always of great value, and certainly not so valuable as that which can be gotten from the study of the Juniors themselves —these Juniors with whom the Leader is dealing. "The proper study of mankind is man," and every one of these Juniors furnishes a study that is different from that furnished by every other one.

2. Lay Aside Every Encumbrance.

(*a*) *During the week.* The Leader may well guard against all conditions of life and living during the week that will cause physical, mental, or spiritual unfitness for work among the Juniors. Business and pleasure should be carried on rationally, with the thought that a cheerful heart, a bright smile, a clear mind, and a buoyant spirit are needed by the Junior Leader.

(*b*) *On Sunday.* It is possible for the Junior Leader to become so crowded with work, even of a religious sort, on Sunday, that the best cannot be brought to the Juniors. This is no plea for the Junior B. Y. P. U. to the exclusion of other duties in the church; it is a call for the exercise of consecrated common sense.

Leadership.

1. In Planning the Programs.

The Leader will meet with the program committee, and have a general oversight of all plans for the weekly meeting.

2. In Rendering the Programs.

The Junior B. Y. P. U. Leader is not the Leader of the weekly meeting, but has the place of general supervisor in the meeting. The Leader will not do the things that need to be done in the weekly meeting, but will rather see to it that these things are done, and in the right sort of way.

3. In Developing Workers.

Nowhere else is wise leadership so apparent as it is just here. Development comes through doing, not from seeing it done, neither about how it ought to be done. The wise Leader does nothing for the Juniors that they can be brought to do for themselves. The Leader who does too much for the Juniors, because it is easier than to have them do it, is not a Leader in the best sense, but a failure in the proportion with which the thing is done. *It is a wise rule to throw every responsibility upon the Juniors that they are capable of bearing.*

4. In Securing Assistants.

One or more of the young people selected and put in training for future leadership, will bring a glorious fruitage. Leading these out through

constant practice, not merely in helping the Leader, but in having them actually take the place of the Leader, while present or absent, from time to time, means provision for future contingencies that are bound to arise, and that Junior Leaders have failed to provide for in many deplorable instances.

5. In Arranging New Work.

Sticking to one plan too long is fatal. To keep the Juniors at work along new and helpful lines calls for the finest sort of leadership. The Juniors themselves can be led into the business of planning wise changes in the work. They are ever eager to put into practice any plans that they may have suggested, and a request from the Leader is often all that is needed to secure suggestions from them.

Chapter III.

MEMBERS.

Ages.

The ages of members of the Junior B. Y. P. U. range from twelve to sixteen. These limits may be changed to meet existing conditions, but any such change should be looked upon as the exception and not the rule. Provision can generally be made for those of younger age, in the Sunbeam Band or Junior B. Y. P. U. No. 2. At the upper age they should be graduated into the Senior Department of the B. Y. P. U.. An attempt to handle a wide range of ages in the Junior Department of the B. Y. P. U. has caused confusion in many ways, and well-nigh complete failure in the work.

Note.—The ages of the members in the Junior Department of the B. Y. P. U. differ from the ages of the members of the Junior Department of the Sunday School, according to the generally adopted scheme of the latter, where boys and girls are enrolled from nine to twelve. No good reason has been given for bringing a department between the Junior and Senior in the Sunday School. The place for the Intermediate Department is between the Primary and Junior Departments.

Neglected Ages. The ages from twelve to sixteen have been the neglected ages in our churches. No provision is made for them in the

general lines of work. "They are not able to perform any service," is the cry; no attention is given them, no place is offered them. Statistics gathered from wide sources by Sunday School workers show that 75 per cent of these ages are lost from the membership.

Characteristics. Members of the Junior Department of the B. Y. P. U. have characteristics peculiar unto themselves. These are found, of course, in more or less degree, in folks of other ages, but they are dominant elements in the make-up of the Juniors.

1. Growth.

It is natural for a Junior to grow. He grows in some direction every day and every minute of his life, unless there is a radical difficulty somewhere. He grows more rapidly than his clothes can be made, or than her hats can be bought. It is not unreasonable to expect a rapid spiritual growth, with the right influences and with the proper environments.

2. Fellowship.

In this age, the spirit of fellowship exists to a marked degree. There is the love of organization, showing up all along the line. This desire for fellowship and organization is met and gratified in the Junior Department of the B. Y. P. U.

3. Activity.

It is true, young people in these ages appear lazy, because their rapid growth may make them inert. But it is equally true that they want to be doing something. They may not know just

exactly what that thing is that they want to be doing, but it is a fact that they want to be doing something that requires activity. They can be induced to become active in the Christian life if opportunity is given to move in that direction.

4. Importance.

They are no longer children, to be treated as children. They are young people, with a feeling of importance beyond what they have ever possessed before, or what they will ever possess again, for that matter. In the Sunday School, they are taught by a teacher, and have but little opportunity to show forth their importance, but in the Junior Department of the B. Y. P. U. they are the whole business, and this all-important characteristic is utilized in the right sort of fashion.

5. Self-Consciousness.

The boys begin to realize themselves in this age. They are conscious of big hands and bigger feet. The girls begin to know they are in the land of the living; they know the boys are looking at them, and that everybody is talking about them. This self-consciousness is a condition through which all must pass, and friendship of the right sort will bring proper adjustment, with splendid character in later life as a result.

Needs To Be Met.

1. Need of Expression.

Members of the Junior Department of the B. Y. P. U. need something more than admoni-

tion. It is not enough to tell them to get out and do something for their Lord, and in the interests of the church. They need to be shown how to do it, and given opportunity to express themselves in the actual doing of the thing. The reason why our churches are filled with folks who are of no account in the Kingdom is because they have been merely told all their lives to get out and do something, but were not shown how, neither given opportunity to learn how.

2. Need of Service.

More converts are brought into the church from the Sunday School during these ages than any other, though many may have been converted at an earlier age. They come with their hearts overflowing, and souls stirring in the desire to do something for their Saviour and King. But what can a boy or girl of fourteen do in the church? There is practically no field of service, except in the Junior Department of the B. Y. P. U. Here is opportunity for them to put this love and this desire into action, and to be trained at once for better service in the future of their church life.

3. Need of Society.

"We are members one of another" can be more truly said of those in the Junior B. Y. P. U. age than of any other. Young people of this age need the society of other young people, and they simply will have it. The need can be met by the church, and must be, else the young people will go away to the high school fraternity, or the social set, or somewhere else that is not so good.

Chapter IV.

HOW TO ORGANIZE.

Who May Start the Work.

1. Any Individual Member of the Church.

A young man or woman, a deacon, any member of the church. A young lady came up to a B. Y. P. U. training school, and caught a vision of Junior possibilities. She went home and immediately set influences in motion that resulted in a Junior Department of the B. Y. P. U. with most gratifying success in its work.

2. The Pastor.

The start of the Junior Department of the B. Y. P. U. is found in the large proportion of cases with the pastor of the church. He has found it good in another church, either through experience or observation, and there comes the desire for the same blessing for the young people and for this church.

3. The Senior Department of the B. Y. P. U.

This is not infrequently the starting point. The members here recognize a need and see that something must be done to reach and utilize the unreached crowd of Junior age, something that they are unable to do in the Senior Department in the best way, and so they set the thing in motion, a Junior Department of the B. Y. P. U.

How Is the Work Started?

1. ENLIST THE PASTOR.

If he is not already enlisted and heartily in favor of the Junior work, strive to win him. The support of the pastor means no little in the beginning days and throughout the lifetime of the Junior Department of the B. Y. P. U.

2. SECURE THE CO-OPERATION OF THE CHURCH.

There is no opposition, in these good days, but in many churches a spirit of indifference and failure to recognize the true worth and value of Junior B. Y. P. U. work. Overcome this in the beginning by having the church to vote to maintain a Junior Department of the B. Y. P. U., and, if possible, include in this vote the will of the church to pay all expenses of literature and necessary equipment.

3. SELECT THE LEADER.

A discussion of this point will be found in Chapter II.

4. MAKE ANNOUNCEMENTS.

In the church paper, if there is one; in the Sunday School; in the Senior Department of the B. Y. P. U.; in the preaching service.

5. DO PERSONAL WORK.

(*a*) *With the young people.* Secure the personal consent of as many young people of Junior age as possible to be present at the first meeting,

the time set for organization. Appeal to their personal pride, their church pride, their desire to be better workers in the church.

(*b*) *With the parents.* Enlist the interest and coöperation of the parents. There is opportunity to bring great blessing to the parents through the work of the Junior B. Y. P. U., and every parent should enter heartily into the idea of coöperation in training the young people for Christ. Success or failure is often found in the interest or indifference of the parents.

Caution. Do not make the mistake of waiting until every thing seems just right and all matters of opposition have been removed to get the work started. Neither attempt to have all matters of preparation set out in elaborate fashion before making the beginning.

Meeting to Organize.

Announcement. Announce the first meeting, the time when the organization will be effected, at such time as may have been decided upon by the Leader and pastor and others. Strive to select a time when the largest number of young people can be present.

Suggested Program:

1. Song.
2. Prayer.
3. Song.
4. Scripture Reading, 1 Tim. 4 : 12–16.
5. Object of meeting stated. The Leader will make a short talk, setting forth the reason for

this initial meeting, and if possible, have some one of the young people make an appeal in behalf of the work.

6. Call for active members. Explain fully the meaning of an "active" member, as set forth in the sugested constitution. It is well to have a definite understanding about this point in the very beginning. Have all volunteers for membership to stand and recite to them the pledge, asking those who give assent thereto to remain standing. These will make up the charter membership.

7. Elect the president and secretary. The Leader will have discovered in advance those who are probably best for these offices, and can have them nominated by some one on the floor. It is best to speak in advance to the ones who are to make the nominations.

8. Adopt the constitution.

9. Elect all officers called for in the constitution. This can be done by a nominating committee, which will include the Leader.

10. Present the Standard of Excellence and have it adopted. At this first meeting is the time to set the mark at A-1, and pledge the Juniors to bring the work up to the highest mark possible.

11. Nominate and elect company captains. The nomination can be made after consultation between the president and leader to be voted on by the entire membership. There should be four companies, if practicable.

12. Receive associate members.

13. Select time for weekly meeting.

14. Song.

15. Leader makes announcements.
16. Closing prayer and adjournment.

Organizing into Companies.

Special meeting. The Leader, officers, and company captains will have a special meeting for this purpose.

1. Divide the Membership into Companies.

This can be done in several ways. Here is the simplest in four steps:

(*a*) *Select the chairman for the committees.* The president is chairman of the program committee; the vice-president is chairman of the membership committee; the treasurer is chairman of the missionary committee. The chairman of the instruction and social committee are to be selected.

(*b*) *Put one committee chairman in each of the four companies.* The president, though chairman of the program committee, is not to be a member of any company, hence the chairman of the membership committee will be in company A; of the instruction committee in company B; of the missionary committee in company C, and the chairman of the social committee in company D (or any other arrangement that may be deemed advisable).

(*c*) *The committee chairmen will choose alternately from the membership until a member has been secured for each committee in each company.* The company captains form the program committee, hence there will be only four

committees to fill out. To illustrate: The chairman of the membership committtee is in company A; it will become necessary to choose a member of the membership committee for each of the remaining companies, B, C, D. The chairman of the instruction committee is in company B, a member will be chosen for this committee in companies A, C and D. So, also, for the other committees.

(*d*) *The Leader and president and company captains will assign all remaining members to the different companies.* Care must be taken to keep the companies well balanced. It is unwise to allow sentiment among the young folks to put several members of known strength into one company, leaving another company weakened thereby.

2. KEEP THE COMPANIES WELL BALANCED.

(*a*) *Assign new members impartially.* The Leader and the program committee should receive the names of new members and assign them to companies that stand in need of them. Because a member of company A brings a new member, it does not follow that this member should be assigned to company A. Company B may be short in numbers and strength as well. It is wise to impress the Juniors in the very beginning with the thought that they are working for the betterment of conditions in the Junior and among the Juniors, and not merely for one individual company.

(*b*) *Rearrange the membership of the companies every six months.* This rule may be made

flexible according to the judgment of the Leader. Observation and experience have proven, however, that much good comes from this plan of procedure with seldom any evil results.

Provide More Than One Organization.

1. Where There is Wide Difference in Ages. Sometimes it is found almost necessary to receive younger members than the twelve-year limit, and in such cases, those of younger age can be placed in Junior No. 2, with the older ones in Junior No. 1. It is well nigh impossible to get the best results where there is a long reach between the age limits. Better divide, provided, of course, that the numbers make such a division practicable.

2. Where There is Large Membership of Companies.

When companies have come to have twelve or fifteen members, it is the part of wisdom to select a few members from each company, as a nucleus for the new organization. This will have its own officers, committees, companies, and Leader, giving twice as many opportunities for work and consequent development as would be furnished in the one organization.

3. Where There is an Unreached Constituency.

There are cases, and they are by no means rare, where the Junior B. Y. P. U. has been unable to reach a certain lot of young people in

the church. A new Junior made up of this constituency will often solve the problem. (This is not a plea nor an excuse for classes and masses in the church.)

Equipment for Work.

1. EQUIPMENT IS NECESSARY.

A workman must have tools, a Junior B. Y. P. U. must have the necessary articles in order to do the best work. Literature (quarterlies), daily Bible reader's record cards, membership cards, secretary's record book, pledge cards, blackboard, individual envelopes, etc.

2. EQUIPMENT CAN BE SECURED.

All supplies needed for the Junior B. Y. P. U. can be secured from the Sunday School Board, Nashville, Tennessee. Additions are being made from time to time to their stock of Junior supplies, and they are fully prepared to meet any need of the Junior B. Y. P. U. for equipment.

Installation of Officers.

A public installation of officers gives dignity and interest among the Juniors and older church members alike. The officers of the Junior and Senior B. Y. P. U. may be installed at the same service.

SUGGESTED PROGRAM.

B. Y. P. U. Installation of Officers.

Time: Evening Preaching Hour.

Members of Junior and Senior B. Y. P. U. march in a body to reserved seats with the officers to be installed, taking seats on the platform facing the audience, or in the front seats of the audience.

1. Opening Song—Congregation.
2. Pastor States Object of the Special Service. (Five minutes.)
3. Prayer—Senior Deacon.
4. Song—Congregation.
5. Scripture Reading—Eph. 4: 1–16.
6. Words from Retiring Presidents. (Three minutes each.)
   Words of Appreciation from Sunday School Superintendent. (Five minutes.)
7. Special Music. (Double Quartette from Junior and Senior B. Y. P. U.)
8. Address by Pastor or Invited Speaker. (Twenty minutes.)
9. Handshake of Coöperation by Older Members of the Church.
10. Response by the New Presidents. (Three minutes each.)
11. Song.
12. Benediction.

Chapter V.

STANDARD OF EXCELLENCE FOR JUNIOR B. Y. P. U.

I. Organization.

1. *Officers.*—Have a Leader, who shall be an adult, elected by the church; President, Vice-President, Recording Secretary, Corresponding Secretary, Chorister, Librarian.

2. *Committees.*—Membership, Social, Program, Instruction, Missionary.

3. *Reports.*—Once per quarter, each officer and each committee will read to the Union a report of their work. An annual report will be made by the Leader to the church in conference.

II. Meetings.

1. *Weekly Meetings.*—Programs based upon the topics in the *Junior B. Y. P. U. Quarterly.* At least once each quarter each active member to take some part on the program aside from congregational singing.

2. *Attendance.*—An average attendance at the weekly meetings of at least one-half the enrollment.

3. *Socials.*—At least one social each quarter.

III. Education.

1. *Daily Bible Readings.*—At least one-half the entire membership engaged in the Daily

Bible Readings as given in the *Junior B. Y. P. U. Quarterly.*

2. *Sword Drill.*—At least eight Sword Drills in as many weekly meetings during the year.

3. *Giving.*—At least one-half the active members contributing regularly to church finances.

The Junior Union attaining these nine points is entitled to the "A-1" award and to be published on the HONOR ROLL, which will appear from time to time in the *Junior B. Y. P. U. Quarterly.*

NOTE: The Standard of Excellence articulates and emphasizes the important items of the Constitution. No Junior Union should do less than the requirements of the Standard. The averages required are the lowest—not the highest. The Leader should strive to bring the work up to the highest possible averages in each case.

The Value of the Standard of Excellence.

1. IT GIVES DEFINITENESS AND DIRECTION TO THE WORK.

It enables the Juniors to see the point toward which they are expected to move, and assists them in keeping straight in the path to the goal.

2. IT HELPS TOWARD THE DEVELOPMENT OF EVERY MEMBER OF THE JUNIOR B. Y. P. U.

The real test of the Junior B. Y. P. U. is the number of young Christians that it developes and graduates into the Senior B. Y. P. U., and

the nine points of the Standard may be summed up in the B. Y. P. U. motto: "All Baptist Young People Utilized."

3. It Looks Forward into the General Work of the Church.

The ninth requirement of the Standard is already impressing upon the Juniors the necessity of their efforts being directed into regular church channels, and of their lives being given to the work of the Master through the church energies.

Differs from Senior Standard.

The Junior B. Y. P. U. Standard of Excellence differs from the Senior in four points:

(1) *Officers.* The Junior Standard requires a Leader in addition to all the officers named in the Senior Standard.

(2) *Weekly meetings.* Juniors use Junior B. Y. P. U. quarterlies instead of the Senior B. Y. P. U. quarterly.

(3) *Daily Bible Readings.* Instead of the Systematic Bible Reader's Course used in the Senior B. Y. P. U., the Juniors are required to follow the daily Bible readings as given in the Junior B. Y. P. U. quarterly. In those cases where the Juniors wish to follow the Systematic Bible Reader's Course of the Seniors, they cannot, by so doing, be relieved of the daily Bible readings in the Junior B. Y. P. U. quarterly. These readings have a direct bearing on the lesson topic of the Junior B. Y. P. U. and there is a fundamental reason for this requirement.

(4) *Sword Drill.* The requirement of at least eight weeks of Sword Drill in the Juniors is instead of the Study Class in the Senior.

How to Attain the Standard of Excellence.

1. INSPIRATIONAL.

(1) *Understand that the Standard of Excellence is attainable by any Junior B. Y. P. U. in any city, town, or country church.* The requirements are placed in easy reach of any B. Y. P. U. of whatever condition and environment. They do not represent the highest form of work, but are set as a goal, with the hope of many reaching them, and of their carrying their work far beyond the actual requirement in their life and practice.

(2) *Remember that the Standard of Excellence has in it no requirement except that which properly belongs to an efficient Junior B. Y. P. U.* It is possible for a Junior B. Y. P. U. to live and move and have its being—to do some work of a splendid sort—without measuring up to A-1, but unless all these requirements are being maintained, it is quite evident that the work is not of the well-rounded and fully efficient sort that should reasonably be expected in a Junior B. Y. P. U.

(3) *Set the Standard of Excellence out as the ambition of the Junior B. Y. P. U.* The Leader and the president may well strive to inspire each Junior with the idea of doing the best sort of work, and of being satisfied with nothing short of a place on the Honor Roll, among the other A-1 Juniors of the South.

2. PRACTICAL.

(1) Secure a large wall-size chart of the Standard of Excellence, and place it in easy view of all the Juniors. (This can be obtained from the Sunday School Board, or can be made by one of the Juniors.)

(2) Vote to adopt the Standard, and set a definite time for becoming A-1.

(3) Check off all points already reached, and begin working definitely and diligently to reach points not yet attained.

(4) Check up and report progress being made toward A-1 at each weekly meeting, until every requirement has been fully met, and the Junior is A-1.

(5) Report to the State B. Y. P. U. Secretary, or to the Sunday School Board at Nashville, Tenn.

(6) Apply for the beautiful A-1 pennant awarded by the Sunday School Board of the Southern Baptist Convention.

Chapter VI.

OFFICERS AND CAPTAINS.

Officers.

The Pastor. The pastor of the church is the pastor of the Junior Department of the B. Y. P. U., the training service of the church. He should be given recognition by the Junior B. Y. P. U. at all times, as the God-given leader of the church. It is no less true that the pastor has duties as touching the Junior B. Y. P. U.

1. Should Recognize the Juniors.

"Our pastor does not even know we are in the land of the living," was the expression of one Junior B. Y. P. U. member. It is easy to recognize the Juniors and their work.

(*a*) *Mention them in different ways.* Mention them in the announcement; mention them in the prayer; mention them in the church paper; mention them in the pastoral visits to the homes of the parents. These ways can all be used easily and to good advantage by the pastor.

(*b*) *Give them some special work to do.* One pastor called upon the Juniors to deliver letters from his office to the members of the congregation. There were some four hundred letters, saving $8.00 in postage, besides giving recognition to the Juniors. The choir from the Junior B. Y. P. U. can be used to good effect in the preaching service, at times.

2. Should Encourage the Juniors.

(*a*) *By meeting with them.* It is not necessary, nor even possible, for the pastor to meet each Sunday with the Juniors, or be with them each month at their business meeting. The many duties of the pastor call him to other places of importance, but the pastor should come among the Juniors often enough to have them know his sympathy and love for them. His presence in the meeting should encourage them as nothing else can do. If it has another effect, then something is surely wrong, either with the pastor or the Juniors, and steps should be taken to remedy such a condition.

(*b*) *By speaking personally to them.* A word fitly spoken and at the right time, has value of immeasurable reach. This Junior led in prayer, that one made a talk in the meeting, another showed skill in the Sword Drill—a word to each of these means but little for the pastor, but, oh, so much for the Juniors in their progress.

(*c*) *Designate special seats for them.* It is an inspiring sight to see the Juniors march in a body into the portion of the auditorium reserved for them at the preaching service—inspiring to the pastor, the people in the congregation, and to the Juniors.

The Leader.

(See discussion in chapter on the Leader.)

The President.

(1) *Coöperates with the Leader.* The president and the leader should work together and should plan together. There should always be

the fullest sense of coöperation with these two workers. They are workers together.

(2) *Presides at the meetings.* In the weekly meetings and the business meetings, the president should be prompt, opening on time, running them throughout on schedule time, and closing on time.

(3) *Plans for the meeting.* As chairman of the program committee, the president is called upon to plan for the weekly meetings. The plans should include constant reference to the Standard of Excellence. How can we reach A-1? How can we make our standing better in each of the requirements since we are A-1? How can we make our Junior B. Y. P. U. just what it ought to be? Always planning with the leader.

THE VICE-PRESIDENT.

Two lines of work are assigned to the Vice-President.

(1) *Presides in the absence of the president.* In such case, the vice-president has all the obligations and duties and privileges belonging to the president.

(2) *Is Chairman of the membership committee.* The vice-president has the definite and specific business of building up the membership, and of keeping it built up. A work of primary importance and one that calls for effort and a consecration of purpose.

THE SECRETARY.

Keeps the records straight.—This is highly important, but the work has been greatly simplified by the helps provided.

Blackboard for the Secretary's Weekly Report					
DATE	Co.A	Co.B	Co.C	Co.D	Total
Members Enrolled					
Number Present					
Number Absent					
New Members					
No. Taking B. R. C.					
No. Taking Sword Drill					
No. Systematic and Pro. Givers					
Amount of Offering					
Visitors Present					

1. THE B. Y. P. U. BLACKBOARD.

An indispensable article in the work of the secretary. The work is reported by companies each Sunday, and the reports placed by the secretary on the blackboard involves three steps.

(*a*) *The Company captains secure individual reports.* If the Junior is forced to the necessity of taking collections to carry on their work, the captains will use individual envelopes to secure these individual reports. Every member of the company will be given an envelope at the opening of the meeting. This envelope will be filled out and returned to the company captain before the first song has ended. The information on this individual envelope corresponds to the secretary's blackboard. If no collections are taken, a card is better than the envelope.

Weekly Report of Company Captain

Jr. B. Y. P. U. No..... Company.....
Number Enrolled .....
Number Present.....
Number Absent.....
New Members .....
Daily Bible Readers.....
Sword Drill .....
Systematic Proportionate Givers .....
Visitors Present .....
Signed.....
Date..... 191..... Company Captain.

Each company can have the envelope, or card, printed in a different color.

(*b*) *The company captains report to the secretary.* This is done by means of a card provided especially for the purpose. After receiving the envelopes or cards from the individuals in the company, the captain makes up the totals on the card, and at the call of the president these are carried to the secretary. These cards correspond exactly to the information called for on the blackboard, and on the individual envelopes or cards.

(*c*) *The secretary places totals on the blackboard.* The total report from each company, as it appears on the card handed in by the captain, is transferred to the blackboard, and these totals are read out by the secretary at the call of the president. The blackboard report should be read at the beginning of the meeting, rather than at the close.

2. The B. Y. P. U. Record Book.

This was arranged by Mr. Arthur Flake, and has ample provision for keeping all records of the Junior B. Y. P. U. membership, attendance, organization, minutes of business meetings, and weekly report on blackboard. This latter is transferred to the book for permanent record. (All of these supplies, record book, blackboard, envelopes, and cards can be secured from the Sunday School Board.)

3. Have a Missionary Table.

Different members of the church will be glad to donate a year's subscription to the State Baptist paper, the *Home Field,* the *Foreign Mission Journal,* etc. Tracts can be secured from the Home and Foreign Mission Boards, and attention can be called each month to the fact that this literature can be found on this table, giving information about the missionary lesson.

Librarian.

(1) *Handles all literature—*

(*a*) Orders from the supply house, or receives from the secretary.

(*b*) Distributes to company captains.

(2) *Handles the books—*

(*a*) Builds up the library. By means of a book social, or personally soliciting the members of the church, many good books can be secured.

(*b*) Keeps the books in circulation. Calling attention to new books that come from time to time, and keeping track of all books taken out by individuals.

THE CORRESPONDING SECRETARY.

(1) *Attends to all correspondence—*
(*a*) Answers all letters received, promptly.
(*b*) Writes to other workers.

(2) *Makes reports of work—*
(*a*) To the State Secretary.
(*b*) To the State Baptist paper.

(3) *Notes removal of members.*
Writing in advance to a worker in the church where a member is going.

THE CHORISTER.

(1) *Meets with the program committee.* In the monthly program-planning meeting is the place to select the songs for the weekly meeting.

(2) *Arranges for special music.* Many young people have good voices that can be utilized in the Junior B. Y. P. U. through the right sort of effort.

(3) *Selects new songs.* The Junior B. Y. P. U. should learn at least one new song each month. This song may be sung in each meeting during the month. Many of the old songs—the best in the world—are entirely unknown to young people today.

THE TREASURER.

Two lines of work within the duties of the treasurer.

(1) *Handles all the money—*
(*a*) Receives the collection each Sunday from captains.

(*b*) Pays out as ordered.

(In case the expenses of the Junior B. Y. P. U. are being paid by the church, this element of the treasurer's work is eliminated.

(2) *Educates and enlists in scriptural giving*—

(*a*) Supplies every member with literature. Splendid tracts on stewardship and tithing can be secured from different sources. These are given to the members of the missionary committee in each company, who will supply each individual member of the committee.

(*b*) Enlist each member in regular systematic giving. The member of the missionary committee in each company.

CAPTAINS.

In general. The company captains have general oversight of the work in their respective companies. A thorough system of coöperation with the members of the different committees, a spirit of helpfulness at every point in the work of the company, should characterize the work of these officers.

In Particular—

(1) *Assign new members to the companies.* Each new member who is received into the Junior B. Y. P. U. shall be assigned to the company agreed upon by the captains and Leader. This is better than to allow a new member to come into a company through whose influence he was brought into the work. In this way the companies can be kept of equal strength, and

also a spirit of helpfulness taught the Juniors. The members of company C are not working merely for the interests of company C. They are working for the interests of the entire Junior B. Y. P. U. The spirit of B. Y. P. U. is "unselfishness."

(2) *Develop every member in the company.* This means a system of careful study and constant planning along with the Leader and the president. That every member of the company may be taking part in the different phases of the work, which means a development of the right sort, and a training for actual practical service. On the program, in the daily Bible readings, in the Sword Drill, in the social life of the Junior B. Y. P. U.

(3) *Serve on the program committee.* The company captains constitute the program committee, with the president as chairman. This committee has not only to plan the programs regularly each month in the program-planning meeting, but to help in every way possible to make the weekly meeting a success, by having constant interest and general oversight in the meeting.

Lieutenants.

A member of the membership committee in each company may be called the lieutenant, who will perform all the duties of the company captain during the latter's absence.

Chapter VII.

COMMITTEES.

Number of Committees.

The constitution for a Junior B. Y. P. U. says: "There shall be five committees—Membership, Instruction, Program, Missionary, Social." These shall be appointed by the Leader and the president and company captains and approved by the Junior B. Y. P. U., except that the company captains always constitute the program committee.

Number on Committees.

Each committee should have one member for each company. In this way, each one becomes responsible for certain definite duties with a certain definite number of members. There is no confusion of work, no loss of energy—each member to his own work, doing the thing that he is called upon to do as a member of his committee in his own company.

Chairmen of Committees.

The president is chairman of the program committee; the vice-president is chairman of the membership committee; the treasurer is chairman of the missionary committee; the chairman of the instruction and social committees are named by the Leader in consultation with the

president and company captains. Except in the case of the president, the chairmen of the different committees shall exercise all duties pertaining to the committee in the company of which they are members, just as other members of the committee in other companies.

Duties of Committees.

PROGRAM COMMITTEE.

To help the leader plan for the weekly meeting, using the topics in the Junior B. Y. P. U. quarterly.

(1) *Time for planning the program.* Around the twentieth of the month, a meeting of the committee should be held to plan the programs for the succeeding month. The chorister, the chairman of the missionary committee, several members of the different companies and—whenever practicable—the pastor should meet with the committee. This meeting should be held regularly, without fail.

(2) *Definite steps in planning the program—*

(*a*) *Assign topics.* Assign one topic to each company captain, who will become responsible for that topic, except that the missionary topic is not assigned to any one company. Members from the several companies are selected for this program, and the details are planned at the time of assigning the topics.

(*b*) *Arrange details.* When the topics are assigned and the missionary program has been made out, the members of the committee separate—each going to a different room or table to

plan the details of their own program. The Leader and president and chorister will meet with each of these in order. The captain is not always selected to lead the meeting for which she may be responsible. Two leaders may be selected occasionally, one to call for song and scripture, another to call for other parts.

(*c*) *Make several copies.* Secure a typewriter and carbon paper sufficient to make five copies of the program for each company—one each for the Leader, president, captain, secretary and leader of the meeting. One copy is cut up into strips to be given to the different members of the company, showing the part assigned them on the program.

(*d*) *Notify the members.* Each captain will notify each member of the company of the part assigned on the program. This should be done at least a week in advance of the meeting, when the program is to be rendered. The program has been planned to use every member of the company on the program.

MEMBERSHIP COMMITTEE.

1. To Bring in New Members.

(1) *Know who should belong in the Junior B. Y. P. U.—*

(*a*) Look over the church roll for members of Junior age.

(*b*) Go through the Intermediate Department, and the upper classes of the Junior Department in the Sunday School.

(*c*) Watch the church congregations.

(2) *Make definite assignments.* Assign certain names of prospective members to certain members of the committee. Allow members of the committees to choose names of those whom they will probably be able to secure. When one member of the committee fails to get one so assigned, allow another member to have the name; a change of personality sometimes makes for results.

(3) *Receive new members at the weekly meeting.* This is an item of business that can well be transacted in the weekly meeting. Do not make the mistake of carrying a name too long before being brought up for membership, neither make the mistake of having too long a pause before a motion is made to receive, when the name has been proposed for membership.

2. To Bring Back Absentees.

(1) *Visit them personally.* A letter is good, but a phone call is better, and a personal visit with a face-to-face talk is best of all.

(2) *Visit them smilingly.* A smile of good cheer even over the phone, goes a long way toward bringing the wanderer home. And if the absentee has been detained through some providential hindrance, it helps the feelings wonderfully to have a smile instead of a reproof.

(3) *Visit them affectionately.* Let them know that they are a part of the entire business of the Junior B. Y. P. U., and that they have a place in the love and fellowship of the entire membership. "We love you, and we miss you when you are gone," sounds mighty good to a Junior, as well as to those who are not Juniors.

INSTRUCTION COMMITTEE.

To enlist all members of the Junior in the Daily Bible Readings in the Junior B. Y. P. U. Quarterly. This is a task of no small importance. The results of efficiency on the part of the members of this committee are not to be measured.

VALUE OF DAILY BIBLE READING.

(1) *Creates habit.* That which is habitual, is easy, and a good habit can be formed about as easily as can a bad habit. In the Junior age is the time to have young people form the habit of reading the Bible every day. To set apart a portion of each day, preferably in the morning, for the reading.

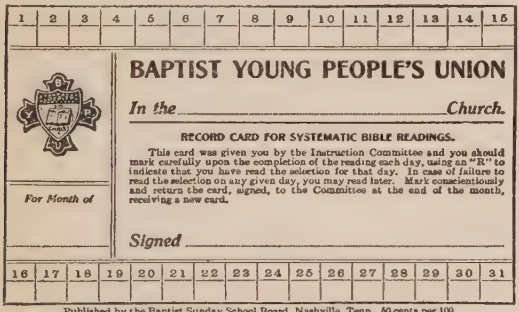
(2) *Helps the weekly meeting.* The daily readings in the Junior B. Y. P. U. Quarterly have a direct bearing on the topic of the weekly meeting. To follow these readings from day to day is to have better preparation for the weekly meeting.

(3) *Strengthens for service.* A Junior B. Y. P. U. worker gets help and strength from daily Bible reading, that cannot be secured in any other way. This help is for the day in which the reading is done, as well as of a permanent kind that goes out into the entire future life.

(4) *Gives knowledge of obedience.* All through the Bible is the command to "study—to search the Scriptures." This is a privilege as well as a command, and there is satisfaction in the feeling that the will of the Master is being done.

How of Daily Bible Reading.

(1) *Use the Daily Record Cards.* Each member of the committee is given a sufficient number of cards to supply every member of the company. The cards are given out at the beginning of each month, and collected at the end of the month. Here is the secret of success—the persistent use of the cards.



1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

BAPTIST YOUNG PEOPLE'S UNION

In the _____ *Church.*

RECORD CARD FOR SYSTEMATIC BIBLE READINGS.

This card was given you by the Instruction Committee and you should mark carefully upon the completion of the reading each day, using an "R" to indicate that you have read the selection for that day. In case of failure to read the selection on any given day, you may read later. Mark conscientiously and return the card, signed, to the Committee at the end of the month, receiving a new card.

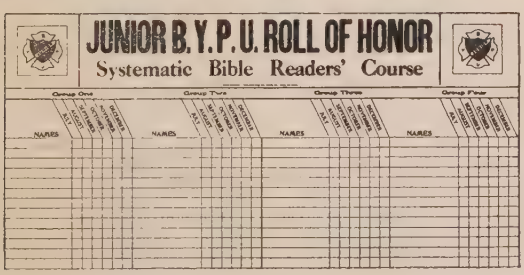
For Month of

Signed _____

16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

Published by the Baptist Sunday School Board, Nashville, Tenn., 50 cents per 100.

(2) *Use the Roll of Honor.* The chairman of the committee will put the Roll of Honor on the wall in plain view of every one. Each month



JUNIOR B. Y. P. U. ROLL OF HONOR

Systematic Bible Readers' Course

Group One										Group Two									
NAMES	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	NAMES	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH

Group Three										Group Four									
NAMES	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	NAMES	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH

when the cards have been brought in by the member of the committee, the chairman will put a star opposite each name whose card has been received and underneath the month in which the reading has been done. The Roll of Honor is a powerful factor in getting results.

MISSIONARY COMMITTEE.

1. HELP MAKE THE MISSIONARY MEETING A SUCCESS.

(1) *Secure and distribute mission tracts.* These can be secured from the Home Mission Board, Atlanta, Ga., and the Foreign Mission Board, Richmond, Va.

(2) *Make maps and illustrations.* A map of Southern Baptist Mission fields should be bought, but it is good also to make maps and illustrations for use in the different meetings.

(3) *Write letters to the missionaries.* A letter from home will cheer the heart of the missionary on the field yonder. A letter from the missionaries on the field will stir and inspire the Juniors as nothing else. Remember it takes months to get word to some of our mission stations.

2. EDUCATE AND ENLIST IN GIVING.

(1) *Distribute literature.* It is essential that the Juniors know what the Scriptural idea and also the Scriptural plan of giving is. The correct impression here is invaluable. Tracts

on stewardship and the use of money can be secured from the State Mission Board and other accessible sources. Every member in every company should have this literature put in their hands.

(2) *Encourage system and proportion.* Strive to have each and every Junior put into systematic effort the things they have learned about the use of money in the literature given them.

(*a*) *Use a small account book.*

(*b*) *Keep careful record of all receipts.* This may seem ridiculous to some who have but little money, or perhaps no money at all, but in the Junior age is the time to begin this all-important work. Every cent that comes in—from whatever source—to be credited in this little book.

(*c*) *Advocate a fixed proportion of giving.* Let each Junior decide just what proportion of the receipts should be given to the Master's work, and credit regularly in the little book.

(*d*) *Show where every offering goes.* This little account book should carry a permanent record of gifts to whatever purpose in the work of the Lord. One of the greatest givers in all the land has his little book which shows where he gave two cents in the far-away past for missionary work in the city of New York—a city that he probably never hoped to see in his lifetime.

(3) *Enlist in every offering made by the church.* A Junior twelve years of age, who is a member of the church, is bound by duty to support the financial interests of the church no

less than is the white-haired member of seventy-five. To be sure, his ability is not so large, but he is not to be denied the privilege or relieved of the duty.

(*a*) *For current expenses.* If the expenses of the Junior are paid out of the church treasury, there will be no collections of any sort taken in the meeting of the Juniors. All the money that they have to give will be given into the church treasury, and to help in carrying on all the affairs of the church.

(*b*) *For denominational enterprises.* Every offering made by the church to the various interests of the denomination should carry an offering from every member of the Junior B. Y. P. U. It is better far that a Junior should give five cents to each of a dozen of the different interests, than to give sixty cents to one and ignore the others entirely.

(*c*) *For extra offering.* Paul says "increasingly more as the Lord prospers." Advocate an occasional offering from each Junior over and above the regular systematic proportion. A kind of free-will offering, that will keep them from getting hard and mechanical in their giving.

SOME RESULTS.

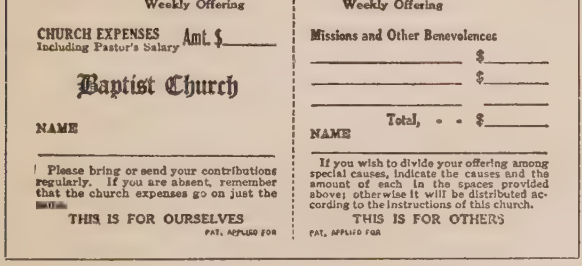
(1) *There will be immediate results.* Not large in amount of money, but of large value to the Juniors and to the church.

(2) *Future results will be immeasurably great.* When the present Juniors have become

men and women of money-making ability, the training will prove its value in keeping their lives in the line of Scriptural endeavor with their money.

(3) *The success of our denominational enterprises will be assured.* The coming days will see men and women who give regularly, conscientiously and scripturally. God's plans mean success in God's work—financially, as in other things.

A practical suggestion. Put the budget system into the church. Even the Juniors can start an influence for this system. As a means to this end the Duplex Envelope System has been found good. It is recommended by the Home Mission Board, the Foreign Mission Board and the Laymen's Missionary Movement. Supplies can be secured from the Sunday School Board, Nashville, Tenn.


463 JAN 4TH SUN
Weekly Offering
CHURCH EXPENSES Including Pastor's Salary Amt. $_____
Baptist Church
NAME
Please bring or send your contributions regularly. If you are absent, remember that the church expenses go on just the same.
THIS IS FOR OURSELVES
PAT. APPLIED FOR
JAN 4TH SUN 463
Weekly Offering
Missions and Other Benevolences
_____ $_____
_____ $_____
_____ _____
Total, - - $_____
NAME
If you wish to divide your offering among special causes, indicate the causes and the amount of each in the spaces provided above; otherwise it will be distributed according to the instructions of this church.
THIS IS FOR OTHERS
PAT. APPLIED FOR

SOCIAL COMMITTEE.

1. In the Weekly Meeting.

(1) *Shake hands with everyone.* This is a fine art, and one of great value. A hearty handshake carries a world of expression for good, and creates an atmosphere of helpfulness for the entire meeting. The time before and after the meeting should be used to meet every member possible.

(2) *Welcome and introduce strangers.* Care should be taken to have each visitor meet the members of all the different companies. It is possible to lose by neglect, and win by proper consideration right here.

2. In the Regular Social.

The committee should provide a social as often as the Leader may deem wise, when the Juniors can come together for purely social impulses. The social may be held either at the church house or at a private home. "Bright Ideas for Entertaining," by Linscott, "and Social Evenings," by Wells, are both full of suggestions for a program, should one be desired.

Caution.

(1) *Have every one meet every one else.* Allow no monopoly of the entire time of one individual by one other individual. This may be entirely satisfactory to these two individuals,

but it does not get the best results for the Junior B. Y. P. U. social. Some social committeemen do not allow any two to remain together for a period of more than five minutes.

(2) *Gather up the fragments.* If the social has been held in a private home where servants are not plentiful, or in the home of the pastor, care should be taken to have as much assistance rendered as possible in cleaning up and putting things in order after the social. Whether held in the church house or at home, there should nothing remain after the Junior B. Y. P. U., save those things to carry sweet recollection.

THE NEED.

Young people need social life. It is a God-given proclivity, and is a preëminent characteristic. It is useless to attempt to stifle the social impulse, but it is possible to channel it and develop it for good and for high and noble purposes.

THE VALUE.

(1) *Membership will be strengthened.* Through the efforts of the social committee some can be brought into touch with the spiritual side of the work. Those who are already in the work will be better fitted and made brighter by the social element. The violin plays the sweeter after the strings have been loosened from the tension.

(2) *Worldly pleasures will be overcome.* In the terse language of the street "it is up to the social committee" to show that a person does not become blind to all the beauties of life and dead to all the pleasures of life when he becomes a Christian. Social pleasures are possible in an atmosphere that uplifts and makes purer. It is not necessary for young people to seek the character-blighting influences of the social realm—in order to gratify their social desires.

Chapter VIII.

MEETINGS.

The Weekly Meeting.

TIME.

One hour before the preaching service Sunday evening. One good reason for this time is found in the preparation that a good spiritual meeting gives to the young people for the preaching service that follows. Such a time also allows opportunity for doing some personal work before the evening preaching service. If a majority of the young people desire another hour, it is well to give that hour a trial. In case of the Junior B. Y. P. U. that embraces the ages below 12, an hour Sunday afternoon has been found very satisfactory.

PLACE.

A room in the church house—

(*a*) *Separate.* If a separate room from the main auditorium is not available, stretch a wire across a certain section, and provide a curtain of some light material to hang from this wire by rings. This will give the needed privacy and freedom from interruption while the meeting is in progress. The curtain can be pushed back or thrown over the wire to be out of the way later.

(*b*) *Attractive.* Make the place attractive. Allow the young people to put up banners, maps, pennants, etc. Some of the members may be

enlisted by having them display their taste and ability in decorating the walls of the B. Y. P. U. room.

TOPICS.

Those furnished in the Junior B. Y. P. U. Quarterly. These are arranged by people who know the needs of the Juniors, and with a view to meeting these needs in the best sort of way. The daily Bible Readings find their culmination in these topics, and suggestions are given for practical help. It is not calculated that a pastor, with his many other duties, will be able to find time to produce a scheme of topics that meet the requirements as well as do these offered in the Junior B. Y. P. U. Quarterly. The same may be said of the Junior Leader and the Juniors themselves. Better spend this time in performing another necessary duty, and accept this work that has already been done so well by people who have made such work a study for years.

PREPARATION.

(1) *Physical.* At the monthly program-planning meet the leader is selected, and all details of the meeting arranged.

(2) *Spiritual.* Through daily prayer and reading the Scripture selections found in the Junior B. Y. P. U. Quarterly. This spiritual preparation is essential to the well-being of the meeting, and should be made by every member of the Junior B. Y. P. U.

PROGRAM.

(1) *Elements.*
  (*a*) *Devotion.* Songs, prayers, Bible readings, personal testimony.
  (*b*) *Business.* Only that of an imperative nature, such as reception of members, report of special committees, special announcements, etc.
  (*c*) *Development of Topic.*
  (*d*) Sword Drill.

(2) *Periods.*
  (*a*) *Opening* (President presiding).
    (1) Song.
    (2) Prayer.
    (3) Business.
    (4) Song (company captains bring reports to secretary).
    (5) Secretary's report (read from blackboard, and commented upon briefly).
  (*b*) Topic Development (company captain in charge).
    (1) Leader and topic announced.
    (2) Program rendered.
    (*a*) Every member of company.
    (*b*) Outsiders (if time permits).
  (*c*) Sword Drill (Junior Leader in charge).
    This period is occasionally used for Bible work of a special nature, or such other special work as may be desired by the Leader.
  (*d*) Closing (president in charge).
    (1) Visitors recognized.

(2) Announcements on blackboard.
(3) Song (may be omitted).
(4) Prayer (make special mention of the pastor and evening preaching service.)

NOTE.—A joint meeting with the Senior Department of the B. Y. P. U. should be held at regular intervals. The fifth Sunday program in each quarter can be rendered in this meeting, or a missionary program. The programs may be rendered alternately by the Juniors and Seniors, or by both together, at each joint meeting.

SOME SUGGESTIONS.

1. *Have all members of company on duty occupy seats facing the audience.* It saves valuable time, and gives the young people opportunity to get their bearings before their time to take part comes.

2. *Close the meeting promptly.* Greet the strangers, shake hands with each other, speak to an unsaved friend; go into the preaching service in a body.

THE PROGRAM-PLANNING MEETING.

Time.—About the twentieth of each month.

Place.—The church house, or some private home.

Purpose.—To plan the programs for the weekly meeting.

People.—The pastor (if possible), Junior Leader, president, captains, treasurer, chorister and as many members of different companies as can come.

THE BUSINESS MEETING.

Time.—Once a quarter.

Place.—The church house, or some private home.

Purpose.—To transact all business of the Junior B. Y. P. U. This includes a written report from each officer and company captain.

THE SOCIAL MEETING.

Time.—At least once a quarter.

Place.—The church house, or some private home.

Purpose.—To develop the social life of the Juniors, and to have a good time under Christian influences.

People.—Every member of the Junior B. Y. P. U. and others among the friends of the Juniors.

Plan.—Provide an interesting program. This may include songs, games and other things of interest. "Bright Ideas for Entertaining," by Linscott (50 cents), and "Social Evening," by Wells (35 cents), will help to make up a program.

NOTE.—The last three named meetings can be combined, when it is deemed desirable, with a procedure somewhat as follows:

7.00 P.M. The Program-Planning Meeting.

7.30 P.M. The Business Meeting.

8.00 P.M. The Social Meeting.

Chapter IX.

SWORD DRILL.

Place.

The place of the Sword Drill is in the weekly meeting. The Leader will select such time during the meeting as may seem best. In most cases the Sword Drill is given five or ten minutes immediately following the topic discussion. Some leaders do not use the Sword Drill in every meeting, but it should be omitted only on occasions where other Bible work is done by the Juniors.

Purpose.

The primary purpose of the Sword Drill is to teach the Juniors how to handle the Bible. To enable them to become thoroughly familiar with the location of books and chapters and verses that each may be found readily without loss of time and confusion. Much Scripture can be learned through the Sword Drill. But the Sword Drill aims not so much to teach about the Bible as to teach efficiency in the use of the Bible. The Bible in the hands of many Christians is as cumbersome and unwieldly as was the sword of King Saul in the hands of the young shepherd from Bethlehem.

Plan.

1. Calls by Leader.

(1) *Mass.* Each company stands with captain at head. All companies facing leader, and facing each other if possible. Companies may mass one by one or simultaneously.

(2) *Attention.* All members respond with Bible in right hand, arms at side, heels together, body erect, facing leader.

(3) *Salute.* All members respond in four counts: (one) Left arm raised till level with shoulder, straight out in front, palm down, arm rigid; (two) hand brought back to breast, palm down; (three) hand back straight out in front as in one; (four) hand brought quickly to side.

(4) *Draw Swords.* All members respond with Bible held immediately in front on body, level with waist line, right hand underneath the Bible, left hand resting on top of Bible.

(5) *Charge.* All members respond with Bible held immediately in front of body, level with waist line, right hand underneath the Bible, left hand resting on top of Bible.

2. Drill by Leader.

(Leader announces name of timekeeper. One timekeeper may be sufficient or one for each company. Parents or other visitors or invited guests—someone outside the companies—can be called upon to act as timekeepers.)

(1) Attention.

(2) Salute.

(3) Draw Swords.

(4) Attention.

(5) Charge.

(6) Leader announces Scripture (Ephesians 6: 17).

(7) Leader counts—one, two, three.

(8) All members search for Scripture called.

(9) All members who find Scripture begin to read at once.

The first to commence reading is scored ten points by the timekeeper. The second to commence reading is scored five points. Each and every member who commences to read before the first reader has finished is scored one point, except that the second reader is always given five points. The points are credited to the company, although a record of firsts and seconds may be credited to individuals also if desired.

(10) *Attention.* The Leader calls attention as soon as the first reader has finished reading, indicating that those who are not reading can no longer search.

Optional Plan.

Identical with above except substitute for No. 9. *All members who find Scripture will immediately raise one hand sharply above the head, holding Bible open in other hand.* (In this plan the Leader will have set a time limit during which all members will search for the Scripture. When the limit has expired, the Leader will call for the reading, which can be done in concert, or by some individual named by the Leader.)

SOME SUGGESTIONS.

(1) *Strive to have each member find the Scripture each time, and to read without regard to any other who may already be reading.* If only one member is allowed to find and read the Scripture, and all other members are required to cease searching when one member commences to read, the very purpose of the Sword Drill, for the great majority, will be defeated. The ideal Sword Drill is when every member of every company is reading the Scripture called for, even though no two members may be reading the same word at the same time.

(2) *Require that the Scripture be found in the Bible and read from the Bible.* If a familiar Scripture is called for by the Leader, and a member begins to recite this Scripture from memory, it means that the search has not been made in the Bible and that the particular end aimed at in the Sword Drill has not yet been reached. A member may know Romans 10: 10 or John 3: 16 verbatim, and still be unable to locate the verse and book in the Bible without considerable delay.

(3) *Make the Sword Drill full of energy and spirit.* Allow no shirking on the part of the members of any company. Impress them with the idea that they are soldiers of the King—handling the Sword of the Spirit—and soldiers must not shirk. The Leader also must carry the Drill forward with life—to allow no dragging or lack of interest.

(4) *Value variety—*

(*a*) Occasionally, a captain or a regular winner from each company may conduct the Drill—or any other member may be selected by the Leader.

(*b*) Have a "Master Swordsman" contest occasionally. A selected member from each company is called to the front and these measure Swords with each other. The selection may be made on merit by the Leader, or by choice of the members of the different companies.

(5) *Use different types of the Sword Drill—*

(*a*) Scripture Searching Drill. Search is made for the particular Scripture called for by the Leader. In this Drill the Juniors are carried into every book of the Bible, and become familiar with the location of them all as related to each other—and their chapters.

(*b*) Topical Drill. Some particular topic or word like "blood," "love," or any other can be called for and the Juniors required to find a verse containing this word.

(*c*) Character Drill. A prominent Bible character is named and the Juniors search out a verse with the name therein. In this case it may happen that widely different passages will be found and read by different members, unless the Leader shall name some specific book and chapter.

(*d*) Doctrinal Drill. Here is a splendid opportunity to drill the Juniors in finding verses setting forth the great doctrines of "sin," "grace," "atonement," etc. The particular line can be carried out at a time to teach the Juniors

how to unfold the plan of salvation with the Bible in their hands.

(*e*) Unfinished Quotation Drill. A portion of a Scripture is announced and the Juniors find the verse and read the completed sentence or quotation.

(*f*) The Leader's Drill. The resourcefulness and ability of the Leader will determine the possibilities of the Sword Drill. The effort must be to have a new Drill from time to time—and ever-changing work. Have new Drills ready when old Drills are mastered, and review all Drills frequently.

(6) *Keep a record of results.* The name of the winners may be posted on the walls of the Junior B. Y. P. U. room from week to week, and a permanent record kept in the secretary's book.

(7) *Give prominence to the Sword Drill.* Invite older members into the meeting to see the young soldiers handle the Sword. Carry the Juniors into the Senior meeting and into the other services of the church—show forth the future warriors in the Kingdom. There is no more important, nor more impressive, element of Junior B. Y. P. U. work than the Sword Drill.

(8) *Keep the Sword Drill idea well in mind.* Remember that it has a specific purpose—that it performs a specific function—and do not make the mistake of allowing the Sword Drill to be the only work done with the Bible in the Junior B. Y. P. U.

(9) *Insist on each Junior owning a Bible.* There is no better investment than in a leather-bound, silk-sewed, clear-print Bible. If a Junior

cannot secure a Bible of their own through the parents or through their own resources, the Leader may devise some plan to provide. Perhaps a deacon would donate these, or the church pay for them out of the treasury. Every soldier must have a Sword.

(10) *Use the Sword Drill to enlist and hold members.* Boys like the military idea, and girls like military folks. The Sword Drill has been found, when properly used, to gain and hold the Juniors as nothing else seems able to do.

Caution. Be sure to impress the Juniors with the thought that our Leader is Jesus the Prince of Peace, and that they are fighters, "not against flesh and blood, but against the spiritual hosts of wickedness in high places."

Power and Value.

The particular power and value of the Sword Drill is in teaching the Juniors how to handle the Sword effectively. In the work of the kingdom, there is nothing to take the place of the knowledge of the Bible—a working knowledge. This embraces a knowledge of the *How* as well as the *What.* A personal worker, approaching an unsaved person, should be able to recite John 5: 24, John 6: 37, Acts 16: 31, and others along the same line; but this same worker is clothed with far greater power if this recited verse can be shown on the printed page in the Bible, and read therefrom, with "thus saith the Lord." Ease and dexterity in handling the Sword of the Spirit are invaluable assets to the Christian worker, and these are the very things that the Sword Drill teaches.

Chapter X.

GRADUATION.

When They Should Graduate.

Juniors, when they reach the age of sixteen, should be graduated into the Senior Department of the B. Y. P. U. This is a good rule, but cannot be made iron-clad nor arbitrary. It must be left flexible to a certain degree in both directions. Some can remain in the Junior B. Y. P. U. until they are seventeen, while others are ready to go into the Senior at the age of fifteen. Conditions should govern at this important point, but it is not wise to allow whims and sentimental desires to outweigh judgment and the good of the work. Graduate the Junior into the Senior B. Y. P. U. as soon as it can be done wisely, the Leader being the one to decide in each individual case.

Why They Should Graduate.

(1) *Room is made for other workers in the Junior B. Y. P. U.* Younger workers are coming along, who need the training offered in the different positions of leadership in the Junior B. Y. P. U. And these who have been trained should go forward into other work, and leave the opportunity to use these younger ones.

(2) *New life is given to the Senior B. Y. P. U.* Many cases there are of Senior B. Y.

P. U.'s which really stand in need of the fresh life and inspiration that comes with the Junior graduates. Scarcely can a Senior organization be found which will not be benefited by the Junior graduates.

(3) *The Juniors themselves need to graduate.* It is a mistake to allow these growing young people to remain beyond their time in the Junior B. Y. P. U. when the work of the Senior is just yonder, opening up new fields of activity and training, and calling them forth into growth and continued development.

Objections to Graduation.

(1) *"We love our Junior Leader."* Loyalty and devotion to the Junior Leader can be shown in a far better way, and with a more appreciative type, by a willingness on the part of the Juniors to graduate into the Senior B. Y. P. U. The Junior naturally has a strong attachment for the Junior Leader—we would not have it otherwise—but the breaking of such a tie is often necessary for the accomplishment of Kingdom purposes and the carrying out of the best Kingdom interests. Many times the Leader can avoid this objection coming from the Juniors who are in need of graduation.

(2) *"Our Junior B. Y. P. U. work is so much better than the Senior B. Y. P. U. work."* This is a condition that too often exists. With the Juniors carrying their work forward in the finest sort of fashion, and the Seniors barely keeping alive, the Juniors naturally prefer to remain in the Junior B. Y. P. U. Show to the

Juniors that they have an opportunity to render real service to the Senior B. Y. P. U. Physicians are using the blood of healthy individuals in these days to furnish strength and life-giving energy to another individual in feeble health. Even if it costs the very life of the Junior B. Y. P. U. to furnish strength for the Senior, why not? The spirit of the B. Y. P. U. is "unselfishness."

(3) *"The Senior B. Y. P. U. is made up of members who are entirely different from our Juniors."* The difference in age is quite marked; the difference in social inclinations is considerable. The differences are such in religious life as to make it undesirable for the Juniors to enter into the work of the Senior B. Y. P. U. along with those who now form the Senior B. Y. P. U. This is also many times a real condition, and not merely a youthful objection. In this case the objection can be overcome by having the Juniors graduate into the Senior Department of the B. Y. P. U. and organize Senior No. 2, with these graduates as the nucleus for the new work. This plan has been tried with huge results in more than one instance.

A Threefold Advantage.

The advantage of carrying these graduates into Senior No. 2 is threefold:

(*a*) *The objection to graduation is overcome.* These young folks will be willing to graduate into the Senior Department of the B. Y. P. U. when their conditions and environments will remain practically unchanged.

(*b*) *An unreached constituency can be touched.* There are probably a number of young people who should be in the B. Y. P. U. who have not been enlisted—being beyond the Junior age and having the same objection to entering the Senior B. Y. P. U. as was advanced by these Juniors. Such ones can be brought into Senior No. 2.

(*c*) *More satisfactory work can be done.* This new Senior B. Y. P. U. will be a necessity in churches of large membership and it is also calculated that this bunch of young folks will reach results of a much more satisfactory sort working together than is possible when working among those of wide differences in age and general inclinations.

NOTE.—Do not call this the Intermediate. Junior stands next to Senior—there is nothing between.

THE DAY OF GRADUATION.

Set apart one certain day, when all the Juniors shall graduate together. In isolated cases it may be well to graduate one Junior alone, but it is far better to graduate them in a bunch. The special day of graduation can best be determined by local conditions. All things being equal, the last Sunday in September is the best time. This brings the Junior graduates into the work of the Senior for a part in the activities that generally characterize the early fall, and it also sets them in line for election to different offices that may open to them at the

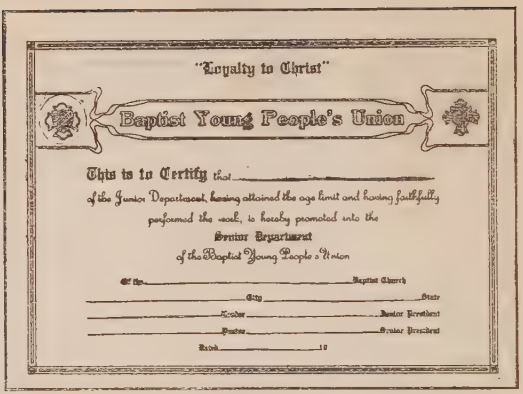
December business meeting. One large church selected the last Sunday in December—during Christmas week—as the time for Junior graduation day.

PROGRAM FOR GRADUATION DAY.

The ideal time for the graduation day program is the evening preaching hour of the church. If this cannot be secured, then use the regular hour of meeting for the B. Y. P. U. with the Seniors and Juniors meeting in joint session.

PREPARATION.

Prepare for graduation day program with the idea of making it a real occasion in the life of the church and young people. Keep the day constantly before the Juniors as an epoch in their religious life. Prepare them for individual parts on the program, song, and speech. Through the part rendered by the Juniors, the church as a whole can be shown the progress and possibilities of Junior B. Y. P. U. work. Advertise freely through phone calls, personal invitations, and, if practicable, through neat little printed cards of invitation. Reach all the parents, all the young people in both Senior and Junior B. Y. P. U., all the young people who are not already enlisted in the work of the B. Y. P. U., all the leaders in different departments of church work —everybody, including the pastor. Twelve hundred or more people were on hand to witness the Junior graduation day exercises of the First Baptist Church, Shreveport. Twenty-five hun-


"Loyalty to Christ"

Baptist Young People's Union

This is to Certify that _____

of the Junior Department, having attained the age limit and having faithfully performed the work, is hereby promoted into the

Senior Department

of the Baptist Young People's Union

of the _____ Baptist Church

_____ City _____ State

_____ Teacher _____ Junior President

_____ Pastor _____ Senior President

Date _____ 19

dred packed the immense auditorium of the First Baptist Church, Fort Worth, to see ninety-eight Juniors graduate into the Senior B. Y. P. U.

THE PROGRAM RENDERED.

(1) Ushers from both Senior and Junior B. Y. P. U. will have charge of handling the congregation.

(2) Junior and Senior B. Y. P. U. members will occupy reserved seats at the front of the auditorium. Pastor, Junior Leader and Senior president seated on the platform. Junior graduates form in rear of congregation, or in B. Y. P. U. room.

(3) Song, "Onward, Christian Soldiers." While the entire congregation is singing this song, the Junior graduates march in two lines to their seats on the platform, facing the audience.

(4) Program proper.

(*a*) Opening words. Pastor tells the object of the special service. Five minutes.

(*b*) Song: Church choir and Junior choir.

(*c*) Scripture reading.

(*d*) Prayer.

(*e*) Words from Junior Leader. Three minutes.

(*f*) Special work by the graduates. Two-minute speeches by several. Song: Duet or mixed quartette.

(*g*) Sword Drill by the entire Junior B. Y. P. U.

(*h*) Address and delivery of diplomas by pastor or invited speaker. Twenty minutes.

(i) Welcome from Senior President. Three minutes. (If the Juniors are graduating into a new Senior B. Y. P. U. this time can be taken by one of the graduates, outlining the purposes for the future.)

(*j*) Song, "Blest be the Tie that Binds."

(*k*) Benediction.

Chapter XI.

ADDENDA.

Suggested Constitution
for a
Junior Baptist Young People's Union.

ARTICLE I.—NAME.

The name of this organization shall be the Junior Department of the Baptist Young People's Union of the ———————— Baptist Church.

ARTICLE II.—OBJECT.

The object of the Junior Department of the Baptist Young People's Union shall be to deepen the spirituality of young Christians: to instruct them in the privileges of Christian life: to train them for the duties of church membership: to engage them in daily Bible reading: to educate them in systematic proportionate giving: to enlist them in all forms of Christian service in the church and through existing denominational organizations: to graduate them into the Senior Department of the Baptist Young People's Union.

ARTICLE III.—MEMBERSHIP.

Section 1. The membership shall consist of three classes: Active, Associate, and Honorary.

SEC. 2. The Active membership shall consist of all boys and girls between the ages of twelve and sixteen who are members of a Baptist church, elected by a majority vote of members present at any regular meeting.

SEC. 3. The Associate membership shall consist of boys and girls between the ages of twelve and sixteen who are not members of a Baptist church but have been elected by a majority vote of the members present at any regular meeting after they shall have been approved by the Leader. Such members shall be welcome to all the privileges of the Junior B. Y. P. U., except those of voting and holding office.

SEC. 4. Honorary members may be elected at the pleasure of the Junior B. Y. P. U. upon proper motion and second.

ARTICLE IV.—OFFICERS.

The officers shall be a Leader, who shall be an adult, a President, Vice-President, Recording Secretary, Corresponding Secretary, Treasurer, Chorister, Librarian and Pianist. The Leader shall be elected by the church. The other officers shall be elected annually, or semi-annually, and shall perform the duties usually appertaining to such offices.

ARTICLE V.—COMMITTEES.

SECTION 1. There shall be five committees, who shall be appointed by the Leader and the company captains and approved by the Junior B. Y. P. U.

SEC. 2. *Membership.* To bring in new members; to look after absentees; to encourage attendance upon all meetings; to interest the young church members in the Junior B. Y. P. U.

SEC. 3. *Instructions.* To enlist all members of the Junior B. Y. P. U. in Daily Bible Reading.

SEC. 4. *Program.* To help the Leader plan for the weekly meetings, using the topics in the Junior B. Y. P. U. Quarterly.

SEC. 5. *Missionary.* To educate and enlist the members of the Junior B. Y. P. U. in the Scriptural idea and plan of giving; to assist the Leader in making the Monthly Missionary Meeting a success.

SEC. 6. *Social.* To meet and welcome strangers and members before and after the weekly meetings. To provide for social meetings at appropriate times.

ARTICLE VI.—REPORTS.

All officers and committees shall render written reports to the Junior B. Y. P. U. at least once each quarter. The Leader shall make regular reports to the church in conference at least once a year.

ARTICLE VII.—MEETINGS.

The Junior B. Y. P. U. shall hold weekly meetings for worship, instruction and training, using as a basis the topics in the Junior B. Y. P. U. Quarterly. Business meetings shall be held at least once each quarter. Social meetings shall be held at least once each quarter.

ARTICLE VIII.—COMPANIES.

The Junior B. Y. P. U. shall be divided into companies of not more than ten or twelve members each. The companies shall be called "A," "B," "C," "D," and each company shall have a captain and a lieutenant.

ARTICLE IX.—AMENDMENTS.

This constitution may be amended at any business meeting by a two-thirds vote of those present and voting.

CITY B. Y. P. U. WORK.

In those places where several local B. Y. P. U.'s can meet together at stated intervals, it is possible and desirable to organize a City B. Y. P. U.

Separate City B. Y. P. U.

In some of the larger cities, where there are many local B. Y. P. U.'s, the plan of having a Junior City B. Y. P. U. and a Senior City B. Y. P. U. meeting separately and doing their work independently of each other, has been found to work well, with fine results.

JOINT CITY B. Y. P. U.

The majority of City B. Y. P. U.'s are embracing both Junior and Senior B. Y. P. U.'s in their work, and recognize each on an equal basis.

PURPOSE.

1. To organize a B. Y. P. U. in every local church.

2. To revivify and strengthen each local B. Y. P. U.

PLAN.

1. *Visit Local Churches.*

(*a*) *The Field Secretary.* This officer is elected by the City B. Y. P. U. and visits the different churches and B. Y. P. U.'s to assist in organizing and stimulating in any way possible.

(*b*) *The Local Workers.* A Junior B. Y. P. U. can arrange to visit a church or another local Junior B. Y. P. U. in a body, to put on a program, and present the work in a way that is calculated to interest and enlist.

2. *Hold Regular Meetings.* Once a month is best, meeting alternately with the different local churches of the city, with just as many from the different local B. Y. P. U.'s as it is possible to bring there.

PROGRAM.

1. *Have a Definite Aim.* The program at each meeting should deal with some definite feature of B. Y. P. U. work, and the entire month

following can be devoted to the business of following up the effects of the meeting. One City B. Y. P. U. decided that at the January meeting every local B. Y. P. U. would be induced to reach A-1 in the Standard of Excellence. One requirement was taken up and considered at each monthly meeting, with the result that at the November meeting *each and every B. Y. P. U. in the city reported A-1, with every requirement of the Standard met and maintained.*

2. *Develop the Local Workers.* It is good to bring in an outside speaker at times for an inspirational address, but the finest results and the largest inspiration come from the use on the program of young people who are actually doing the work in the local B. Y. P. U.'s. A young man from that Junior which has been successful in building up the membership, can be put on the program to discuss "How to Get New Members and How to Hold Them."

3. *Hold Social Meetings.* The social feature should play a prominent part in each of the monthly meetings, but annually or semi-annually, or even quarterly, hold a meeting which shall be known as the "Social Meeting," with program and refreshments.

4. *Have an Annual B. Y. P. U. Training School.* The splendid results coming from such schools far more than justify the time and expense involved. With study classes in B. Y. P. U. text-books, B. Y. P. U. addresses, "show-you-how" B. Y. P. U. work and lunch served each evening for five days, the reach for good is incalculable.

5. *Boost the State B. Y. P. U. Convention.* The City B. Y. P. U. can utilize its organization and workers to secure a large attendance at the annual meeting of the State B. Y. P. U. Arrange for special cars and special trains, if necessary. Begin early in the year with plans, and carry them out consistently. There is no work of greater importance than that of securing large attendance at the State meeting.

Date Due			
FEB 7			
Mar. 17			

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